

The Kentucky Board of Licensure for
Marriage and Family Therapists
August 22, 2013
Minutes

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on August 22, 2013.

Board Members Present:

Ms. Sandy Miller, Chair
Ms. Carolyn Miller-Cooper
Ms. Jane Prouty
Ms. Marie Ruf
Ms. Mary Ellen Yates
Ms. Mary Badami
Mr. Richard Hamon

Occupations and Professions:

Marcia Egbert, Board Administrator

Office of the Attorney General:

None

Guest

Dave Clapper

Chair Sandra Miller called the meeting to order at 11:30 a.m.

Licensee requesting to address the Board did not attend.

The Board reviewed minutes from July 25, 2013. Following review and discussion the Board members requested that Marriage and Family Therapy Associates be spelled out when used in the minutes or in correspondence. The Board would also like the number of licensees that take the National Exam and the pass/fail numbers when applicable to be included in the minutes. Jane Prouty made a motion to accept the minutes as revised with corrections and to include the Board's suggestions. Mary Ellen Yates seconded the motion. The motion carried unanimously.

The Board reviewed the FY13 End of the Year Financial Report for July 1, 2012 through June 30, 2013 and the FY14 Monthly Financial Report for July 1, 2013 through July 31, 2013. The fee for the Attorney was discussed as one entry stated \$100/hour and another entry stated \$125/hours. Carolyn Miller-Cooper made a motion to accept the two reports and have Ms. Egbert obtain clarification on the two different fees. Richard Hamon seconded the motion. The motion passed unanimously.

Attorney Angela Evans was absent. The Attorney Report was tabled with the following two items to be reviewed at the next meeting. A) Response to J.I.'s question regarding accumulated hours; and B) Status of draft amendments.

O & P Report

Marcia Egbert reported the following:

Executive Director

Executive Director Matt Osborne was unable to attend the meeting. Ms. Egbert gave a short bio on Mr. Osborne. He will be re-scheduled to attend the September 26, 2013 Board Meeting.

Administrative Specialist III

The register for this position is closed and Deb Day, Susan Ellis and Matt Osborne have completed conducting interviews. They hope to have the position filled as soon as possible.

Budget

Unusual budget expenses were submitted to Susan Ellis in writing by Sandra Miller. The biennial budget process has begun.

Database

The Commonwealth Office of Technology has put together a dedicated team to oversee the construction of the database project and have been to the office multiple times to research the current system and forms. By the end of the month, a timeline for completion as well as samples of designs for both the external (online applications) and internal (storing and producing records) should be available.

KRS 131.1817 – Department of Revenue

The pension reform bill that passed during the 2013 Regular Session has gone into effect. Notices under the Tax Payer Bill of Rights, have been sent to delinquent taxpayers to let them know that this law passed and because of it, their driver's license or professional license may be revoked. Over the next few months, the Department of Revenue will send additional notices to delinquent tax payers in an effort to collect the due taxes. Mr. Osborne has contacted the Department of Revenue and they have agreed to have someone present the law, timeline and intentions to all of the boards that Occupations and Professions provide service too.

Open Meetings Training

The Board was reminded of the Open Meetings Training to be held this afternoon at 2:00 p.m. Most Board members plan to attend. One of the Board members asked if O&P could schedule any future meetings at the O&P Office instead of having the meetings at another location? Ms. Egbert will discuss with Mr. Osborne.

Ms. Egbert informed the Board that guest Emily Parento, Executive Director of Health Policy, who came to discuss the Workforce Data Survey was unable to stay for the meeting due to the Committee meetings running over into the meeting time. She will be added to next month's agenda. Sandy Miller reported that she was on the conference call in regards to what Ms. Parento was going to speak about. Tabled to next meeting.

Old Business

Responses to Old Business from last month's meeting are listed below were discussed. After review and after a motion that was approved unanimously by the Board on items "a and d" no further action was taken.

- a. Response to Associate Emergency Supervision for M.R-J. Jane Prouty made a motion to send a cease and desist letter to M.R-J due to failure of submitting a new Plan of Supervision following the expiration of an emergency supervision approval that expired on 7/29/2013. Richard Hamon seconded the motion. Motion passed unanimously
- b. Plaque for Stephanie Head – Purchased and sent by Sandy Miller.
- c. Question from Jack Cox – Conflict of Interest (Supervision)
- d. Question pertaining to Audit Renewal and Reinstatements – Defer or Deny? The question of deferring or denying audited renewals of LMFT's if they do not submit the required approved CEU's, in part or full, was discussed at length. Following the discussion, Jane Prouty made a motion as follows: Pending regulatory changes, the Board will respond to renewal applicants that make a reasonable but incomplete attempt to comply with the CEU requirements. The renewal application shall be deferred for no longer than 90 days from the license expiration date during which time the applicant shall submit qualifying CEUs to the Board or their renewal will be denied. Mary Badami seconded the motion. The motion passed unanimously.
- e. E-Mail from Sue Bione-Grevious – Hours Obtained in another state. Can they apply to Associates hours?
- f. E-Mail from Renee Yarmuth – Reciprocity from other state – No exam. Request for approval to be made eligible to take exam in order to apply for full licensure in KY.
- g. Letter from Jamie M. Stumbo – Supervision training/status
- h. E-Mail from Sarah Warren – Verification of Supervision from other state
- i. Informational Letters from Fran Eilers, Rahsheeno Griffith, Sheree Malone and Julia West pertaining to emergency supervision.
- j. E-Mail from Jennifer Hayes – Equivalent hours required?
- k. E-Mail from Cheryl Elam – Supervision/FaceTime
- l. Change of Meeting time from 9:30 a.m. to 10:00 a.m.
- m. E-Mail from Jack Cox regarding Amanda Bruno Driggs – Full licensure

New Business

Ratifications from Work Session on July 26, 2013:

- Policy change for failure to comply with annual CEU requirements for licensure renewal was discussed by the Board. Mary Badami made a motion to set a penalty of \$75 to any licensee not obtaining required CEU's at renewal. Jane Prouty seconded the motion. Motion carried unanimously. The Board requested that Ms. Egbert send out a postcard to all licensees with this information and also to put it on the homepage of the website.

- J.I. request – Motion by Marie Ruf, seconded by Mary Ellen Yates. Passed unanimously.

- Withdrawal of Appeal by J.I. – Motion by Jane Prouty, seconded by Mary Ellen Yates. The motion passed unanimously.

Informational Letters were received from Erin Goss and Edith Mahaffey pertaining to emergency supervision. The Board agreed to grant the 90 day supervision to Ms. Goss and Ms. Mahaffey.

Letters were received from Dana Butler and Michelle Holbrook informing the Board that they would be ending their Associates License due to going on maternity leave. They will reapply at a later date.

The formula for determining the number of raw data hours needed for supervisees who received their Associate status prior to the implementation of the regulation to require documentation of raw data on the supervision logs was discussed. No further action was taken.

One of the Board members asked for clarification on group supervision and how group hours count for associates. No further action taken.

Ms. Egbert informed the Board that there were several brochure's for review if they were interested. No further action taken.

Marie Ruf moved that the Board go into closed session at 12:40 p.m. for deliberations of judicial or quasi-judicial bodies regarding individual adjudications or appointments, at which neither the person involved, his representatives, nor any other individual not a member of the agency's governing body or staff is present. Richard Hamon seconded the motion and it was approved unanimously.

Mary Ellen Yates moved that the Board come out of closed session at 12:44 p.m.

Complaints/Other Legal Matters

The Complaint Committee made the following recommendations:

- a. 2011-007 – File Formal Complaint
- b. 2013-002 – Dismissed – No evidence of a violation occurred.
- c. 2013-003 – Pending
- d. 2013-004 – Investigation

Richard Hamon made a motion to accept the recommendations of the Complaint Committee. Mary Ellen Yates seconded the motion. The motion carried unanimously.

Status Report as of 8/26/2013:

Active Licensee's for Marriage and Family Therapy	– 526
Active Licensee's for Marriage and Family Therapy Assistant	– 133
Total Active Licensee's	– 659

Application Review:

Marie Ruf made a motion to approve all applications, renewals, audits and CEU Provider Applications as reviewed and recommended by the committee this morning prior to the Board Meeting and the ratification of applications, renewals, audits and Provider Applications reviewed and issued from 7/25/2013 through 8/21/2013. Richard Hamon seconded the motion. The motion passed unanimously.

Associates:

The following application for Marriage and Family Therapist Associate was approved:
David Rutledge

The following application for Marriage and Family Therapist Associate was deferred:
Neveah Blemaster

The following application for Marriage and Family Therapist Associate was approved with provisions: *Melissa Earnest*

The following Plans of Supervision for Marriage and Family Therapist Associates were approved: *Melanie Ferguson, Kelly Grace, Laura M. Ivey, Margaret Odem, Mary C. Uhls Khrystin Ballenger, Karen Bess, Elizabeth S. Combs, Christopher Davis, Fran S. Ellers, Brndie Grisham, Joel Klepac, Marta McKinnon, Jon O'Keefe, Crosby Rudd, Kelly Sherlock, Rebekah Sidebottom, Camilla Smith, Jesse Vice, Janice Wohrle*

The following Renewal for Marriage and Family Therapist Associate was approved with provisions: Jennifer Schinke

The following Renewals for Marriage and Family Therapist Associates were deferred:
Kelsey Snavelly, William Snyder

LMFT:

The following applications for licensed Marriage and Family Therapists were approved:
Amanda Marie Bruno Driggs, Linda Carol Miller, Heather R. Snyder, Micah Justin Thompson

The following applications for licensed Marriage and Family Therapists were deferred:
Tonya Alicia Clay, Monica Hurt, Sarah E. Warren, Goldie Williams, Matthew Cole Young

The following application for licensed Marriage and Family Therapist was denied: *Julie Berlin Etherton*

The following Renewal Audits for Marriage and Family Therapist were approved:
Leanne Gardner, Jacklyn Harris, Cynthia Johnson, Martha Kenney, Carol A. Lunney, Mary Ninette Manning, Catherine J. Smith, Jeffrey M. Twyman

The following Renewal Audit for Marriage and Family Therapist was deferred: *David U. Smith*

Ratification of Online Renewals for Marriage and Family Therapist were approved: *Judith Pillar Adams, Linda Bailey, Gene Allen Baker, Dale E Bertram, Ilene Crysler Bosscher, Ellen Mary Burke, Jack T. Cox, Diana R. Delp, Kenneth Dick, Ronald Dobbs, Lucie Erlebachova, Michelle Ann Finley, Lori J. Friestrom, Eva Marie Glahn-Atkinson, Janice Haddaway, Kristal Nacole Hankinson, Twila Marie Hartmans, Stephanie K. Head, Pamela J. Hendricks, Glenda Bridges Hill, Denise N. Holland, Mary Patricia Jarnagin, Allison H. Johnson, Joshua Johnston, Jennifer Lee Kolb, Justin Paul Lewis, Brenda Jean Lewis, William Alexander Marrett, Patricia C. Martin, Angela Dawn Mathew, Melanie A. McClish, David Bruce Moore, Andrew C. Rader, Tracy Lynn Roberts, Nancy P. Savage, Karen Eleanor Sheets-Mobley, Catherine Jane Smith, Peggy D. Smith-Puckett, Ja'Mekia Chantal Stoner, Jill Renee Tan-Gatue, Charese Faye Taylor, Dwight M. Trabue, Leslie Susan Turci, Kelly Turner, Andrew Nathan Williams*

Results for Provider CEU Applications reviewed from 1/25/2013 thru 8/22/2013:

See spreadsheet on website at <http://mft.ky.gov> under Resources/Continuing Education.

The next meeting of the Marriage and Family Therapy Board has been scheduled for September 26, 2013 at 911 Leawood Drive, Frankfort, KY. Committees will meet at 8:30 a.m. with the Board Meeting to follow at 10:00 a.m. Jane Prouty informed the Board that she would not be able to attend.

Ms. Miller asked Ms. Egbert to put the November/December meeting date on the agenda for discussion at the September 26, 2013 Board Meeting.

Marie Ruf made a motion that Travel and Per Diem be paid to those who attended the regular Board Meeting on August 22, 2013. Mary Badami seconded the motion. The motion passed unanimously.

Ms. Egbert gave the Board members directions on how to get to the Open Meetings Training to be held at 2:00 p.m.

The Marriage and Family Therapy Board meeting was adjourned by Chair Sandy Miller at 12:48 p.m.

Respectively Submitted:

Marcia Egbert
Board Administrator